



State of California—Health and Human Services Agency
California Department of Public Health



ARNOLD SCHWARZENEGGER
Governor

PEPB #: 11-12-10-095

Date: November 12, 2010

To: Primary WIC Program Contact

INFO ONLY _____
ACTION NEEDED X
POLICY CHANGE _____
 X Administration
Nutrition Staff
All Staff Affected
ISIS Change

Subject: **Nutrition Service Plan (NSP) Work Plan Update for Year Two**

I am writing to provide you procedures for submitting your *accomplishments* for Year 2 (FFY 2009 – 2010) and planning your *next steps* for Year 3 (FFY 2010 – 2011). Additionally, on this year's work plan we have revised Objective 3.3 to request information on your plans to provide staff with the standard state-approved breastfeeding training, such as the *Grow and Glow Breastfeeding Training for Local Agency Staff*, by September 2011. If your agency has already provided this training, please share with us the date the training was completed.

Background

The three-year NSP for FFY 2009-2011 was intentionally developed to focus on the statewide implementation of the new Food Package by aligning with the goals of the *Healthy Habits* campaign. Our mission is to sustain these pre-determined goals and continue to build on them as we move forward to develop *Rethink Your Drink*, a group education class that will be available for your staff to facilitate in May through August of next year. As you prepare the annual NSP update, for the third year, please consider how your agency plans to sustain its goals and objectives.



Women, Infants and Children (WIC) Program Division
P.O. Box 997375 (MS 8600) Sacramento, CA 95899-7375
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Action

Build on your existing version of your Local Agency FFY 2009-2011 NSP Work Plan to report back on the following:

1. Describe, where appropriate, any special accomplishments in relation to the targeted objectives for year two (October 2009 – September 2010), using the *Accomplishments* column of your work plan.
2. The NSP work plan template on the web has been updated to reflect the expanded language for Objective 3.3. Because the original work plan was set-up as a form, you may not be able to copy and paste this new language into the first column of your existing document. Instead, introduce this training in the *accomplishments* or *next steps* column, where appropriate, to report your training status. An updated NSP work plan can be found here:
<http://www.cdph.ca.gov/programs/wicworks/Documents/WPM/WIC-PEPB-WorkPlan-2009-2011.doc>
3. Outline your next steps for FFY 2011 (Oct 2010 – September 2011). We are particularly interested in how you plan to sustain the goals of the *Food Package Implementation* in year three, using the materials we are providing.
4. If you added any new or revised objectives to your work plan over the past year, be sure to identify the objectives as either *new* or *revised*.
5. Submit your updated work plan to us by email at NSPFFY0911@cdph.ca.gov by January 7, 2011.

Questions

Contact Cheryl Winiecke at Cheryl.Winiecke@cdph.ca.gov or (916) 928-8579, if you have any questions or need additional information.

Sincerely,

Original signed by

JoAnn Vasquez, Chief
Program Evaluation and Policy Branch
Women, Infants and Children (WIC) Program Division